

	INDIANA DEPARTMENT OF CHILD SERVICES CHILD WELFARE MANUAL	
	Chapter 11: Older Youth Services	Effective Date: June 1, 2016
	Section 10: Education and Training Voucher Program	Version: 2

POLICY **[REVISED]**

[REVISED] The Indiana Department of Child Services (DCS) will make available funds for the Education and Training Voucher (ETV) Program through a contracted service provider as funds are made available from the federal government. The ETV Program is contingent upon available funding.

The following youth meet DCS eligibility requirements for ETV assistance:

1. **[REVISED]** A youth in foster care who is between age 17 and 18 and is not enrolled in secondary school, who has earned a High School Equivalency (HSE) certificate or diploma, Vocational Certificate, or has a high school diploma;
2. **[REVISED]** A youth who turns age 18 while placed in foster care and has a high school diploma or earned an HSE certificate or diploma;
3. A youth adopted or placed in a guardianship from foster care on or after his or her 16th birthday;
4. **[REVISED]** A Juvenile Delinquent/Juvenile Status (JD/JS) youth in foster care (out-of-home placement ordered by the juvenile court that is not a detention placement) on his or her 18th birthday;
5. **[REVISED]** A youth participating in the ETV program at age 21 may continue until he or she turns 23 years of age. The youth must be enrolled in a post-secondary education or training program and be making satisfactory progress toward completion of that program; and
6. Eligible youth must have been accepted into or be presently enrolled in a degree, certificate, or other program at a college, university, technical, or vocational school. If a youth is currently receiving funds and enrolled, the youth must show progress toward that degree or certificate.

Code References

[42 USC 677: Chafee Foster Care Independence Program](#)

PROCEDURE

[REVISED] Older Youth Services (OYS) staff will:

1. Monitor the ETV applications as submitted and determine eligibility for all applications in a timely manner;
2. Respond timely to queries regarding ETV eligibility and eligible services through ETV funds;
3. Monitor the ETV contract expenditures;
4. **[REVISED]** Verify eligibility for youth applying for ETV funds who were in foster care on their 18th birthday in another state and are current residents of Indiana between age 18 and 21 and who are now residing in Indiana for post-secondary education reasons; and

5. **[REVISED]** Maintain e-mail contact with the ETV provider and provide information regarding available scholarships, internships, and other areas of interest to youth participating in post-secondary opportunities.

PRACTICE GUIDANCE

[REVISED] Funding Available

Eligible Indiana youth may access up to \$5,000 per academic year, not to exceed the cost of attendance (see Related Information), to help with the cost of post-secondary education, college, or vocational training programs. These funds are to supplement the youth's own efforts in obtaining his or her education. Eligible Indiana youth may receive this assistance while attending in-state and out-of-state schools.

Funding For ETV

Funding for ETV will be made available in the following manner:

1. **Tuition and Student Loans** will be paid before any other funds are expended for a youth;
2. A **computer and printer** may be purchased;
3. For youth living off campus, **housing expenses** will be paid to the landlord when the youth provides a copy of the lease. If the youth does not provide a lease agreement, he or she cannot be provided with funds for housing. Rent checks will be made out to the landlord and sent to the youth;
4. **Childcare expenses** will be paid to a licensed childcare provider. Checks will be made out to the child care provider and sent to the youth; and
5. **[REVISED]** Funding for books may be requested by providing a list of the **books and supplies** needed with the cost at the beginning of each semester. Funding will be provided as long as funds are available.

Student's Responsibility for Receiving ETV Funding

1. A youth must reapply every year at <https://www.indianaetv.org/> as long as he or she is making satisfactory progress in school and has not reached his or her 23rd birthday;
2. **[REVISED]** A youth must send the Indiana ETV provider his or her transcript every semester and maintain a cumulative 2.0 grade point average (GPA) to remain in good standing with the program. Otherwise:
 - a. The youth will be placed in the Academic Excellence Program and given one (1) semester to improve his or her GPA if the youth's GPA is between 1.0 and 1.99,
 - b. Funding for the next semester is at the discretion of the State of Indiana if the youth's GPA is .99 or lower, or
 - c. The youth may stay in school and pay for his or her own expenses if he or she lost ETV funding because his or her GPA was too low, and the youth may reapply for ETV funding if the youth raises his or her GPA.
3. A youth must notify ETV if he or she drops any classes; if not, future funding will be in jeopardy;
4. **[REVISED]** Funding must be put on hold if grades are not provided until the youth provides his or her grades in order for continued eligibility to be determined; and
5. Any youth who has eligibility determined initially will continue his or her eligibility throughout the program as long as the youth provides the required documentation to the contracted service provider and maintains a 2.0 GPA.

[REVISED] Academic Success Plan

Youth who received a semester/term GPA of a 2.0 or lower (not cumulative GPA) will be required to maintain bi-weekly communication with the ETV Specialist in their region regarding academic performance and plans. They must also create and submit a well thought-out academic success plan.

Note: Youth who fall below a 2.0 GPA for two consecutive semesters/terms will not receive further funding until they are able to earn a semester/term GPA of a 2.0 or higher.

FORMS AND TOOLS

Application for ETV Funds – Available at <http://indianaetv.org/>

RELATED INFORMATION

[REVISED] Cost of Attendance

Each youth may access up to \$5000, not to exceed the cost of attendance. The cost of attendance is the total amount of money it will cost a student to attend a school for the fall, spring, and summer semesters. This is calculated differently at each college, university, or trade school. The cost of attendance is calculated using actual figures (not estimates) for the following:

1. Tuition/fees (hours enrolled including full-time, $\frac{3}{4}$ -time, $\frac{1}{2}$ -time, or less than $\frac{1}{2}$ -time);
2. Room and Board (on campus or off campus in own apartment or shared housing);
3. Books/Supplies;
4. Personal (including clothes and personal items- each university figures this differently);
5. Transportation (each university figures this differently);
6. Day care and computers (these are not automatically included but may be allowed if students ask for this to be included);
7. Healthcare (not always included); and/or
8. **[REVISED]** Expected family contribution or the youth's expected contribution.

Standard amounts regarding where the youth is living are based on self-report. If the youth needs the personal and/or transportation costs increased, the school will ask for receipts to document how much has been spent in each area to justify the additional costs. If day care, computer, or student healthcare is needed, the student must check to see if these items were included in the cost of attendance. If not, the youth may request that the items be included, which could raise the cost of attendance for the youth and potentially increase the amount of funds available for the youth.